

**City of St. Ignace
Council Proceedings
(Official)**

A Regular Meeting of the St. Ignace City Council was held on Monday, November 20, 2023, in City Hall Council Chambers as a hybrid attendance meeting with Zoom video conference available. Mayor LaLonde called the meeting to order at 7:00 p.m., and the Pledge of Allegiance followed. Councilmember Gustafson led the invocation.

PRESENT FROM CITY COUNCIL: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Pelter, and Shepard.

ABSENT: Councilmembers Litzner and Williford.

Councilmember Williford was excused from the meeting by Council during the November 6, 2023, meeting due to being out of town.

It was moved by Councilmember Eyre, seconded by Councilmember Shepard, to excuse Councilmember Litzner from the Council meeting due to being out of town.

Motion carried unanimously.

STAFF PRESENT: Scott Marshall, City Manager; Andrea Insley, City Clerk/Treasurer; Charles Palmer, City Attorney; Kevin James, Police Chief; Cathy Lamb, Recreation Facility Manager; Nick Montie, Fire Chief.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Board Appointments

PUBLIC COMMENT *(3-min limit)*

Public comment was received regarding the rezoning of parcel 052-140-009-60 from R2 to R3.

CONSIDERATION OF THE MINUTES OF THE NOVEMBER 6, 2023, REGULAR COUNCIL MEETING & NOVEMBER 13, 2023, SPECIAL COUNCIL MEETING:

City Attorney Palmer stated that only Councilmembers who were present at the meeting may vote to approve the minutes of that meeting.

It was moved by Mayor Pro-Tem Gustafson, seconded by Mayor LaLonde, to approve the minutes of the November 6th Regular Council meeting as presented.

Motion carried unanimously.

It was then moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve the minutes of the November 13th Special Council meeting.

Motion carried unanimously.

OLD BUSINESS

No old business was discussed.

NEW BUSINESS

A. ST. IGNACE COAST GUARD COMMANDER INTRODUCTION

Mayor Lalonde announced that this item will be rescheduled at a future Council meeting.

I. RESOLUTION 23-33 SALTY MAC BREWING COMPANY LIQUOR LICENSE 2024

Mayor LaLonde moved this item to the beginning of the agenda to correspond with the property owner via Zoom.

City Manager Marshall introduced Jonathan Munson, the current owner of the Pavillion, to describe his plans to develop and improve the building into a coffee shop/brewery.

RESOLUTION OF SUPPORT FOR LIQUOR LICENSE

The following Resolution was offered for adoption by Councilmember Shepard, and supported by Councilmember Eyre:

WHEREAS, the City of St. Ignace, Downtown Development Authority (DDA) was established pursuant to Act 197 of the Public Acts of Michigan of 1975, and with City of St. Ignace Ordinance Number 465 effective November 28, 1981; and

WHEREAS, the City of St. Ignace established the St. Ignace Downtown Development Authority District as its "Redevelopment Project Area" as required in Public Act 501 of the Public Acts of 2006, Section 521a(1) of the Michigan Liquor Control Code of 1998, being MCL 436.1521a(1) by resolution of the St. Ignace City Council at its regularly scheduled City Council meeting of November 18, 2023; and

WHEREAS, the St. Ignace Downtown Development Authority has recommended by resolution adopted at their regularly scheduled DDA meeting of November 10, 2023, that the Michigan Liquor Control Commission issue a Class C liquor license under the provisions of Section 521a(1)(b) of the Michigan Liquor Control Code of 1998, being MCL 436.1521, to Salty Mac Brewing Company, which is located within the St. Ignace DDA District Redevelopment Project Area at 180 North State Street and that said issuance would prevent further deterioration and promote economic growth within the DDA District;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of St. Ignace concurs with the findings of the Downtown Development Authority and recommends that the Michigan Liquor Control Commission issue a Class C liquor license under the provisions of Section 521a(1)(b) of the Michigan Liquor Control Code of 1998, being MCL 436.1521 to Salty Mac Brewing Company, at 180 North Street, St. Ignace, Michigan.

Roll Call Vote:

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Pelter, Shepard and Eyre.

No: None.

Absent: Councilmembers Litzner and Williford.

Resolution declared Adopted.

C. PROCLAMATION FOR PAUL FULLERTON

Mayor LaLonde read the following proclamations aloud:

WHEREAS, Paul Fullerton has served the citizens of St. Ignace on the City Council from August 2006 to November 2023; and

WHEREAS, during his 17 years on the Council, Paul was committed to the success of the City of St. Ignace and took great measures to make himself available, even in the face of other commitments; and

WHEREAS, Paul dedicated his time to serving on many different committees, including the Cemetery Committee, Golf Course Committee, St. Ignace Area-EMS Board, Street Committee, and Dock 3 Committee.

WHEREAS, Paul offered his knowledge and experience as a resource to fellow Council Members and to better serve the citizens of the City of St. Ignace throughout his years on the Council; and

THEREFORE, BE IT PROCLAIMED, that William LaLonde, Mayor of the City of St. Ignace and the St. Ignace City Council honor Council Member Paul Fullerton on this 20th day of November and be it further to wish him well in his future endeavors.

C. PLANNING COMMISSION APPOINTMENT

Mayor LaLonde requested Council's approval to appoint Tom Cronan to the Planning Commission to replace Rachel Conant.

It was moved by Mayor Pro-Tem Gustafson, seconded by Councilmember Pelter, to approve appointing Tom Cronan to the Planning Commission.

Motion carried unanimously.

D. DOCK 3 COMMITTEE APPOINTMENT

Mayor LaLonde requested Tom Cronan be appointed as a citizen member to the Dock 3 Committee, replacing Barbara Brown. Mayor LaLonde also presented Paul Fullerton as a citizen member and Councilmember Litzner as a Council representative to the Dock 3 Committee.

It was moved by Councilmember Pelter, seconded by Mayor Pro-Tem Gustafson, to appoint the three members to the Dock 3 Committee.

Motion carried unanimously.

ADDITIONS TO THE AGENDA

Mayor LaLonde – Committee Appointments

Mayor LaLonde requested Council's approval to appoint Councilmember Litzner to the DDA Board to replace Tom Cronan.

It was moved by Councilmember Eyre, seconded by Councilmember Shepard, to appoint Councilmember Litzner to the DDA Board.

Motion carried four to one (Pelter).

Mayor LaLonde then requested Council's approval to appoint Councilmember Shepard and Councilmember Litzner to the Recreation Advisory Committee (RAC) to replace Robert St. Louis and Mayor LaLonde.

It was moved by Councilmember Gustafson, seconded by Councilmember Eyre, to approve appointing Councilmembers Shepard and Litzner to the RAC.

Motion carried unanimously.

E. FIREWORKS AGREEMENT 2024

City Manager Marshall reviewed the 2022-23 contract with the St. Ignace Visitors Bureau (SIVB) for the summer event fireworks. The proposed one-year renewal will include fireworks through a new vendor, Small Town Saturday Night Fireworks (STSN) Company. The City will be

reimbursed by the SIVB for all event fireworks, as well as a \$4,000 contribution to the July 4th show. The City will be responsible for paying \$5,000 towards the July 4th show, the same amount as in prior contracts. Council requested a copy of the agreement between STSN Company and the SIVB be kept on file with the City as well.

After some discussion regarding the parties in each of the agreements between STSN Company, SIVB, and the City of St. Ignace, it was moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve the contract as presented.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmembers Pelter, Shepard, Eyre and Mayor Pro-Tem Gustafson.

No: None.

Motion carried unanimously.

F. POLICE DEPARTMENT REQUEST

City Manager Marshall informed Council that Police Chief James would like to implement new incentives to attract more applicants to fill the vacancies in the Police Department. The two incentives supported by the Finance/Utility Committee were a \$5,000 hiring bonus with an employment agreement for new officers and a free gym membership for all Police officers.

The hiring bonus would be offered to new hires, paying the first payment of \$2,500 after successful completion of the police academy, and the second payment of \$2,500 payable after completing a 12-month probationary period in employment. New hires that are already licensed would receive the first payment of \$2,500 after six months of employment, and the second payment of \$2,500 after the 12-month probationary period. The hiring bonus initiative would sunset after one year unless Council approves extending it at that time.

It was moved by Councilmember Eyre, seconded by Mayor Pro-Tem Gustafson, to approve the Police Department's hiring bonus initiative with an employment agreement for one year.

Roll Call Vote:

Yes: Councilmembers Pelter, Shepard, Eyre, Mayor Pro-Tem Gustafson and Mayor LaLonde.

No: None.

Motion carried unanimously.

G. REQUEST FOR CITY EMPLOYEE INCENTIVE

City Manager Marshall requested Council's approval for a no-cost gym membership for all full-time City employees. It was moved by Councilmember Pelter, seconded by Councilmember Eyre, to approve no-cost gym memberships to all full-time City employees.

Roll Call Vote:

Yes: Councilmembers Shepard, Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde and Councilmember Pelter.

No: None.

Motion carried unanimously.

H. RESOLUTION 23-32 – HOMETOWN HOLIDAY EVENT 2023

**RESOLUTION FOR THE HOMETOWN HOLIDAY STATIONARY PARADE, TREE LIGHTING
& COMMUNITY EVENT**

The following Resolution was offered for adoption by Councilmember Shepard, supported by Councilmember Eyre:

- WHEREAS:** The St. Ignace Chamber of Commerce requests permission to facilitate the Hometown Holiday Stationary Parade, Tree Lighting & Community Event; and
- WHEREAS:** This event requires the use of the St. Ignace Public Marina Parking Lot and Little Bear East; and
- WHEREAS:** Chapter 22 of the City of St. Ignace Code, "The Peddler's Ordinance", requires certain criteria be met for the event to be held; and
- WHEREAS:** The St. Ignace City Council has determined that the St. Ignace Chamber of Commerce does meet the criteria established in the various sections of Chapter 22; now therefore
- BE IT RESOLVED:** The St. Ignace City Council does approve the usage of the St. Ignace Marina Parking Lot on Friday, December 1, 2023, from 5:30 p.m. to 6:00 p.m. for the Hometown Holiday Parade and Tree Lighting and Little Bear East from 6:00 p.m. to 8:00 p.m. for the Community Event.

Roll Call Vote:

Yes: Councilmember Eyre, Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Pelter and Shepard.

No: None.

Absent: Councilmembers Litzner and Williford.

Resolution declared Adopted.

J. RESOLUTION 23-34 DEFICIT ELIMINATION PLAN

City Manager Marshall informed Council that the Deficit Elimination plans presented are required by the Michigan Department of Treasury as a result of the City's 2022 Audit findings. Grant payments for both funds were received in 2023 for those 2022 expenditures, resulting in a deficit fund balance for each at the end of fiscal year 2022. In the plans, the revenue is recognized, along with a transfer of \$827 from Little Bear East to fund 408 to satisfy the deficits. Fund 408 activity is completed and will close out in 2023. Fund 499 is expected to operate through 2024.

A RESOLUTION TO APPROVE FUND 408 & FUND 499 DEFICIT ELIMINATION PLANS

The following resolution was offered for adoption by Mayor Pro-Tem Gustafson, supported by Councilmember Pelter:

- WHEREAS:** The 2022 City of St. Ignace audit reflected some deficit funds in the audit report; and
- WHEREAS:** The attached information outlines the method to correct the deficits; now therefore

BE IT RESOLVED: That the St. Ignace City Council approves the Deficit Elimination Plans as presented.

Roll Call Vote:

Yes: Mayor Pro-Tem Gustafson, Mayor LaLonde, Councilmembers Pelter, Shepard and Eyre.

No: None.

Absent: Councilmembers Litzner and Williford.

Resolution declared Adopted.

K. FINANCIALS OCTOBER 2023

City Manager Marshall reviewed the October 2023 financials with Council.

After some discussion, it was moved by Councilmember Eyre, seconded by Mayor Pro-Tem Gustafson, to approve the October 2023 financials as presented.

Roll Call Vote:

Yes: Mayor LaLonde, Councilmembers Pelter, Shepard, Eyre and Mayor Pro-Tem Gustafson.

No: None.

Motion carried unanimously.

CONSIDERATION OF BILLS

Mayor Pro-Tem Gustafson inquired about the invoice from the State of Michigan EGLE for the Water Plant violation. City Manager Marshall stated he would follow up with the Water Plant and report back.

Airgas USA LLC	Rental Gas	\$35.45
Amazon	September 2023 Statement	\$439.88
Anderson, Tackman & Co.	Meeting 10/26/2023	\$522.82
Arnold's Refrigeration	LBE Service	\$915.67
Arrow Signs	City Hall Signs	\$175.00
ASCAP	LBE License Fee	\$445.00
Astrea	SIPD Computer IT Services	\$206.60
Beckett & Raeder	St Ignace Zoning Ordinance	\$1,120.00
Belonga Plumbing and Heating	Water Plant Repair	\$93.35
Blarney Castle Oil Co.	Golf Course Fuel	\$25.33
Charles J. Palmer, P.C.	October 2023 Statement	\$3,228.12
Compass Minerals	Road Salt Inventory	\$48,420.58
Election Source	November 2023 Election	\$1,500.54

Galls	SIPD Uniform Stipend Per Contract	\$104.23
Graham Motor & Generator Service	Block Heater WWTR Generator	\$164.73
Grainger	J. Orriss - Uniform Boots	\$109.38
Granicus	Compliance Monitoring/Address Identification	\$1,533.36
Hawkins	WTR Plant Supplies	\$50.00
Jacklin Steel Supply Co	DPW-Snowplow/Snowblower	\$593.00
Johnson Controls	LBE Repair	\$591.80
Kimball Midwest	Supplies - Wtr Dept/DPW	\$843.62
KSS	WTR Plant Supplies	\$463.92
M-32 Enterprises LLC	DPW-Cutting Bolt	\$48.46
Mackinac Straits Health System	SIPD-Occupational Medical Services	\$96.00
MI Municipal Treasurers Assoc.	A. Insley Training Treasurer Toolkit	\$69.00
NAPA Auto Parts	October 2023 Statement	\$1,411.99
NCL	WWTR Meter	\$2,340.28
NCL	WWTR Cartridges	\$373.08
Norris Contracting, Inc.	Sand Haul	\$3,234.00
Oscar W. Larson Co.	Marina Repair	\$908.50
Pomasl Fire Equipment	SIFD-Nozzles	\$3,547.95
Quill	Office Supplies	\$394.07
Schneider Tire Outlet, Inc.	SIPD-Tires	\$1,336.00
St Ignace True Value	October 2023 Statement	\$808.84
State of Michigan OSHA	Inspection Reduced Penalty Agreement	\$2,250.00
State of Michigan-EGLE	WTR PLANT	\$200.00
Summit Fire Protection	WTR Plant Service	\$423.50
The Cedars of Mackinac	City Hall Landscaping	\$142.50
UP North Flags & Poles	City Hall and Little Bear Flags	\$195.00

UP State CU Visa	October 2023 Statement	\$3,726.37
USA Bluebook	WTR Plant Lab Supplies/Safety Supplies	\$701.70
		<hr/> \$83,789.62

It was moved by Councilmember Pelter, seconded by Councilmember Shepard, to approve paying the bills in the amount of \$83,789.62.

Roll Call Vote

Yes: Councilmembers Pelter, Shepard, Eyre, Mayor Pro-Tem Gustafson and Mayor LaLonde.

No: None.

Motion carried unanimously.

PUBLIC COMMENT *(3 min limit)*

No public comment was received.

MANAGEMENT REPORT

City Manager Marshall provided a written report to Council, as well as discussed the following:

- Update on the City property at 930 N State Street.
- Negotiations Committee will meet with AFSCME, FOP and Marina Director next week.
- Scheduling for a Dock 3 Committee.
- Follow up with MGFOA training.
- Update on MIOSHA violations.
- Planning Commission MDOT and street concerns.
- MMRMA matching RAP Grants submitted.

COMMITTEE REPORTS

- A. Planning Commission – Jim Drazie invited Council to participate in the Planning Commission's December 12th meeting to discuss the Master Plan.
- B. Finance/Utility Committee – Official minutes provided from the November 15th meeting.

COUNCILMEMBER COMMENTS

Councilmember comments were received.

There being no further business, the meeting adjourned at 8:49 p.m.

William LaLonde, Mayor

Andrea Insley, City Clerk/Treasurer